



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

BOARD/COMMITTEE: Steele Farm Committee

MEETING DATE: June 5th, 2025

TIME: 7:05 pm

PLACE: Steele Farm Barn

ATTENDEES: Christopher Hydak (Chair), Fred Waugh, Andy Bauer, Catie Coyne, Joe Ferguson

Non-Board Member Attendees: David McKiernan

1. Approve minutes of May 8, 2025

Catie made a motion to approve, Joe seconded. Motion passed.

2. Finance

Phase III renovations of the farmhouse are essentially complete. About \$17k of the Phase III funding remains, with a possible error of \$3k that the Town is investigating. Andy noted that trim around the interior windows was removed during Phase III repairs and may need to be replaced.

3. Farm Maintenance

a. Mower Maintenance

Town was scheduled to perform mower maintenance on Tuesday, June 3.

b. Haying Contract - Christopher

No haying was done before May 15—next opportunity to hay will be in July.

c. Old Milk House concrete removal - Melissa

No update.

d. Pollinator Garden

Pollinator garden was weeded and mulched, and some new flowers were planted.

Discussion of placing stones or other edging to delineate the perimeter of the garden; no decision was made.

e. Mowing

Discussion of mowing around the Christmas trees. Andy recommended that we mow as infrequently as possible in order to allow insects and other wildlife to grow. Discussion also of updating the map of trails that need to be mowed.

4. Building Maintenance

a. Ice House Painting

Christopher made a motion to allocate up to \$1000 for the purpose of painting the ice house. Joe seconded. All approved, motion passed. Fred and Andy will organize a team similar to the one that primed the ice house in the fall.

b. Barn Organization - Christopher

Christopher updated the storage maps for the first floor and loft. Some details of loft organization are unclear; Christopher will check with Melissa. Andy recommended placing a sign with rules for keeping the barn organized and clean. Christopher will email group heads to inform them of rules.

c. Farm House Phase III Status - Christopher

Phase III is essentially complete. Outstanding items: call fire chief to put key in fire box; buy and install external lights by doors. Discussion of exterior lights—Catie offered to look into lanterns and to check into Town dark-sky bylaw.

d. Farm House Renovations - Phase IV

In past meetings, a town survey has been discussed as a means of eliciting ideas for uses of the farmhouse, within the constraints of the Steele Farm restrictions. Catie suggested conducting outreach as part of the survey process in order to increase interest. David suggested neighborhood social gatherings to increase awareness. Joe suggested a marketing campaign—flyers or postcards, or something with the schools or at the transfer station. Further discussion of how to get word to residents who live in the apartments across the highway. Catie will look into communications options in her building. Dave suggested a QR code to allow feedback. Christopher suggested combining engagement and survey and volunteered to begin making a flyer.

5. Old business

a. Capital Plan

i. Parking Lot status - Christopher

No update. Next step is to talk to other organizations about materials and design.

b. Handbook

No update.

c. Camping policy

No update, recommend taking it off the agenda.

d. Garbage cans

No update.

e. Antique Furniture at the Old Schoolhouse #2

Schoolhouse #2 is open this Sunday 2-4 pm. Fred and Melissa will take photos of the antique furniture discussed in the previous meeting and will talk to Nancy Morrison.

6. New business

a. Farmhouse post Phase III touch-up

Christopher noted that the downspouts do not reach all the way to the French drains. This seems to fall under the purview of DPW as it is building maintenance.

7. Next meeting date

Thursday, August 7, 2025 at the barn.

8. Adjournment

Christopher made a motion to adjourn. Catie seconded. All approved, motion passed. Meeting adjourned at 8:14 pm.